

The Pipeline

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Primary Election May 25

Kentucky's primary election day is May 25 and employees will be granted four hours leave to vote.



Employees voting absentee will be granted leave on the day they appear before the clerk to apply for the absentee ballot. Any employee selected to serve as an election officer is entitled to leave with pay to attend training and for service as an election officer. Any employee who takes voting leave but fails to vote may be subject to disciplinary action.

All requests for voting leave must be made in advance.

Political Activity Restrictions

Employees are also reminded of federal restrictions on political activity established by the Hatch Act of 1939.

Federally funded employees are prohibited from:

- using official influence for the purpose of interfering with or affecting the result of an election or nomination for office;
- coercing (or attempting to coerce), commanding or advising a state or local officer or employee to pay, lend or contribute anything of value to a political party, committee, organization, agency, or person for a political purpose;
- running for elective public office in a partisan election.

Sick Leave Needs

Susie Miller, an employee of CFC's Community Based Services in Fulton, needs donated sick leave. She has been on medical leave for back surgery since January. To donate time, contact Gary Brooks at 270/472-1638.

Ruth Wilhoite, an employee of CFC Family Support, also had back surgery and will be on leave for eight - nine months. To donate time, contact Charlene Nation at 502/564-7770.

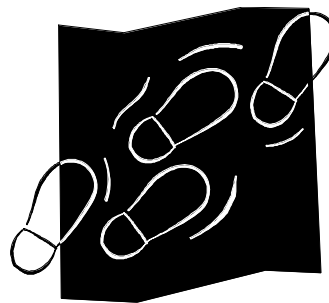
Ruth Willard of CHS Division of Laboratory Services is in the hospital with bilateral pneumonia. To donate time, contact Regina Hutcherson at 502/564-4446.

Cyber Tipline Protects Children

The National Center for Missing and Exploited Children is maintaining an Internet site, the Cyber Tipline, which is becoming known as "911 for the Internet." Congress established the Tipline as a place to report child sexual exploitation online, including child pornography, online enticement of children, and child molestation.

The site, at <http://www.missingkids.com/>, was one-year-old in April and received more than 7,500 reports its first year. The tips were forwarded to local and federal law enforcement for investigation. An estimated 17,000 sites are devoted to child pornography, and the potential for child exploitation is continuously growing, with 45 million children expected to be online by 2002, according to *The Washington (D.C.) Times*.

The site also accepts reports of possible sightings of missing children, and includes photographs of missing and exploited children.



Special Friends Mentor Children

Mark your calendars now for the Special Friends picnic May 28. All Special Friend volunteers are invited, including current and former

mentors, as well as students in the program, their families, and school officials. Anyone considering becoming a Special Friend is also invited.

The picnic will be held after school at Juniper Hills Park. In case of rain, the event will be moved to First Baptist Church on St. Clair at the Singing Bridge. Don't forget to wear your Special Friends T-shirt. If you need to order a T-shirt, call Ronnie Dunn at 564-7770.

The Special Friends program is a mentoring program sponsored by the Cabinet for Families and Children. Many CFC and CHS employees are serving as mentors to children in the elementary schools and high schools. For more information, contact Ronnie Dunn at 564-7770.

Nation's WIC Program Began in Pineville; Celebrates 25th Anniversary

By Eva Smith-Carroll, CHS communications

Children need good nutrition to develop healthy minds and bodies.

A national program that helps low-income families meet those nutritional needs has its roots in Kentucky. WIC, the Special Supplemental Nutrition Program for Women, Infants and Children, began in Pineville, Bell County, in January 1974. The program is administered through the Cabinet for Health Services.

The WIC Program in Kentucky has grown over the years. By September 1974, the new WIC program was serving 8,000 WIC clients in Bell, Bourbon, Boyd, Breathitt, Campbell, Carter, Clinton, Elliott, Floyd, Fulton, Harlan, Jefferson, Kenton, Knott, Lawrence, Leslie, Letcher, McCreary, Muhlenberg, Perry, Pulaski, Rowan and Wayne counties.

WIC became statewide in 1978 and the client list grew to 34,000. As of January 1999, there are about 121,700 WIC clients being served in Kentucky. Nationwide, there are 7.5 million women and young children enrolled in the program.

WIC provides supplemental foods, health care referrals and nutrition education at no cost to low-income pregnant women and new mothers, infants and children up to 5 years of age.

WIC foods include iron-fortified infant formula and cereal, iron-fortified "adult cereal," vitamin C-rich fruit juice, eggs, milk, cheese and peanut butter or dried beans and peas.

WIC participation has been shown to produce healthier children and reduce medical costs. Expectant mothers who enroll in WIC have more successful pregnancies. There are fewer premature births, miscarriages and infant deaths. Low-income 4-and 5-year-olds whose mothers participated in WIC during pregnancy have better vocabulary test scores than children whose mothers did not. Children enrolled in WIC have a lower prevalence of anemia.

It has been estimated that every WIC dollar spent on pregnant women produces \$1.92 to \$4.21 in Medicaid savings.

Pregnant, breast-feeding or postpartum women; infants; and children up to age 5 are eligible for WIC. They must meet income guidelines, a state residency requirement, and be individually determined to be at nutritional risk by a health professional. To be eligible on the basis of income, applicants' family income must fall below 185 percent of the U.S. Poverty Income Guidelines (currently \$30,433 for a family of four).

CHS Prepares for Life on MARS

The Cabinet for Health Services is on track to meet the July 1, 1999 MARS deadline. All major crosswalks have been developed and are being posted on the CHS web page. Crosswalks of STARS Organizations to MARS Organizations and STARS Departments to MARS Agencies are on the web page now, and crosswalks of STARS Grants to MARS Projects and STARS Program Codes to MARS PBUs will be posted soon. Check out the CHS-MARS web page at: <http://cfc-chs.chr.state.ky.us/chs/mars/index.html>.

MARS Training Rollout

Computer-based training (CBT) began April 1. Instructor led training began April 19 and will continue until June 30. A second wave of training will begin after July 1 to accommodate those individuals who will not be trained by June 30, due to limitations on training slots.

Security Profiles Complete

Security profiles for the four MARS components (Advantage, Procurement Desktop, BRASS and Management and Reporting Database) have been completed on over 290 CHS-MARS stakeholders. In conjunction with security, workflow issues are currently being addressed and should be completed by May 19.

Interface Development Progressing

An interface is a method for uploading information to MARS from an external source in a format that MARS can process. CHS must create a total of nine interfaces for the transition. Development of the interfaces is in process, and is on target for the July 1 implementation.

Cooking the Books

The Cabinet for Families and Children is putting together a cookbook to raise funds for the Kentucky Employees Charitable Campaign. Recipes are welcome from employees of the Cabinet for Health Services, and any others who would like to contribute, as well as from CFC staff.

The cookbook publisher requires recipes from at least 150 separate contributors for an order of 201-500 cookbooks. Recipes have been submitted by 23 contributors to date. Submit recipes to Peggy Burch by e-mail, or send them to her at the Office of Technology Services, 5 E-B of the Human Resources Building. Call her at 502-564-6478, ext. 3341 with any questions.

The deadline is June 1.

CHANGES IN CHS CUT-OFF FOR YEAR ENDING JUNE 30

STARS will be closing a week earlier this year, because of implementation of MARS July 1. As a result, the **Financial Management and Reporting Branch**, 5W-C, must receive ALL payments by June 30. Payments not received by this deadline will be charged to the SFY 2000 budget. All expenditures chargeable to the General Fund not received and posted in SFY 1999 will impact your Budget Base for the Biennium GF Budget 2001-2002.

Facilities – For KAPS documents, both the electronic data and hard copy documentation must be received in the Finance and Administration Cabinet by 4:30 p.m. on July 2. Any outstanding/unpaid KAPS documents will have to be re-keyed into MARS.

Procurement Card Administrators – The cycle ending prior to June 17, 1999 must be both physically in hand in the Division of Accounts and electronically on the STARS pending file by 4:30 p.m. on July 2.

Contracts – All invoices for contract payments (PS, CT, MA, etc) must be in on time. These big cost items will have major budget impact if not received and paid in SFY 1999. Cut-off in the Cabinet for Health Services is 4:30 p. m., June 30.

The Division of Accounts in the Finance and Administration Cabinet must receive all data by July 2.

IMPORTANT: Do not wait until June 30 to send all payments for processing. Process billings/invoices on a daily basis. This will help everyone to complete his or her tasks on a timely basis.

Customer Service Appreciation
(internally celebrating 1 year of CFC restructuring)
Is Coming

Pipeline, a weekly newsletter for employees of the Cabinets for Families and Children and Health Services, welcomes reader comments and contributions. Items for *Pipeline* are due by 4:30 p.m. each Tuesday. Items for intercom announcements are due by 4:30 p.m. each Monday. Call (502) 564-6786 or send information to Patricia Boler at Patricia.Boler@mail.state.ky.us



Central Office Notes and Activities

- .. Linda Burke of CHS' public health has established a **Fibromyalgia Support Group**, which will be meeting the third Thursday of each month. Everyone is invited. The next meeting will be at 7 p.m. May 20 at Highland Christian Church. For more information, call Linda Burke at 564-7213.
- .. There has been a change in the date for the annual March of Dimes fundraiser, **Walk America**. State employees will walk May 21, not April 16 as was previously reported. Plan now to participate.
- .. The **aerobics program** meets every Tuesday and Thursday at 5 p.m. in the cafeteria. Call Beth Bates at 564-7718 for more information.
- .. Nominations for **CFC Employees of the Month** are due by the 15th of each month. For more information, or to submit a nomination, contact Charlene Nation of the Employee Services Branch at 564-7770. She will also accept nominations sent by e-mail.

Be in the Know

A wealth of information relevant to CFC and CHS is at your fingertips, using your computer and the Internet. A few sites:

<http://www.state.ky.us/directory/dirindex.htm>: an updated phone directory for all state government employees

http://cfc-chs.chr.state.ky.us/media_releases/media.htm: media releases from communications staff of CFC and CHS

<http://cfc-chs.chr.state.ky.us/pipeline/pipeline.htm>: current and past issues of *Pipeline*

<http://cfc-chs.chr.state.ky.us/cfachome.htm>: Cabinet for Families and Children homepage

<http://cfc-chs.chr.state.ky.us/chshome.htm>: Cabinet for Health Services homepage

<http://cfc-chs.chr.state.ky.us/CFC/restructure/QA-FINAL.html>: CFC restructuring Q&A

http://cfc-chs.chr.state.ky.us/CFC/resource_directory/phone_program.html: a phone directory for CFC's central office staff